



MaineCare Services

An Office of the
Department of Health and Human Services

Department of Health and Human Services
MaineCare Services
11 State House Station
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John E. Baldacci, Governor

Brenda M. Harvey, Commissioner

TO: MaineCare School-based Rehabilitation and School-based Health Clinics
FROM: Anthony F. Marple, Director
DATE: September 9, 2009
RE: Flu vaccination clinics for students

To help schools offer students seasonal and H1N1 flu vaccines, MaineCare has set up a special accelerated enrollment and streamlined billing process. Schools that are currently enrolled as MaineCare providers will be able to bill a \$5.00 vaccine administration fee per shot for eligible MaineCare members.

How to enroll to offer flu vaccines

Enclosed is a one-page form to authorize MaineCare to enroll your school as an Ambulatory Care Clinic. You will be given a new provider ID number, which you will use for billing the vaccine fees.

Schools using home health agencies or other healthcare providers to offer vaccines

If you have contracted with a home health agency or other healthcare provider to offer your students vaccines, you still should consider enrolling as an Ambulatory Care Clinic. Your contractor may or may not be a MaineCare provider for vaccines. If your school enrolls as a MaineCare Ambulatory Care Clinic, you will be able to bill MaineCare the vaccine fee.

How to bill MaineCare

New procedure codes for the seasonal and H1N1 vaccine were put into an emergency rule effective September 8, 2009. The emergency rule is enclosed and is posted on-line at <http://www.maine.gov/dhhs/oms/rules/emergency.html>.

Enclosed is a roster bill form. The form is also on the MaineCare website at: http://www.maine.gov/dhhs/oms/providerfiles/billing_instructions.html. We will accept the roster electronically in Excel file format only; no paper copies will be processed. In a future notice, we will give you more information about how to submit the roster.

MaineCare will verify each student's coverage before paying the fees. MaineCare will also send you a list of students who were not eligible for MaineCare coverage for the date of service.

If you have questions, feel free to contact MaineCare Billing & Information at 1-800-321-5557 Option #8.

Thank you for serving such a crucial role in this public health emergency.

MaineCare School-based Providers Flu Vaccine Enrollment

_____ Name of School/District/Provider

_____ Current MaineCare Provider ID#

I, the undersigned, am authorized to sign legal documents on behalf of the named school. I authorize MaineCare to enroll the school as an Ambulatory Care Clinic under the MaineCare Benefits Manual. I understand that this enrollment is limited to providing students seasonal and H1N1 flu vaccines. The enrollment is also temporary, lasting only as long as the public health emergency requires the school to offer these vaccines.

MaineCare will pay vaccine administration fees only for MaineCare members whose coverage is valid on the date of service, and whose service is properly documented on a billing roster.

This agreement becomes part of the school's MaineCare Provider-Supplier Agreement, subject to all the same terms and conditions.

Signature

Printed Name

Date



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